


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM REPORT

Meeting: January 3, 2023
To: Honorable Mayor and City Councilmembers
From: City Administration
Subject: Designating Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2023 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings
Recommendation: That the Mayor and Council discuss and designate Voting Delegate and Alternate(s) to serve as representative(s) on all occasions that the Mayor may be absent
Funding: Currently Budgeted: Yes No xxx N/A
Net General Fund Cost: \$
Amount: \$
Account Code/Costs authorized in City Approved Budget: AK (verified by Administrative Services Department)

INTRODUCTION:

This item is to request that the City Council Discuss and provide a Selection for the Voting Delegate and Alternate(s) to Vote in the Mayor's Absence for the 2023 Sonoma County Mayors and Councilmembers City Selection Committee Meetings and Sonoma County Mayors and Councilmembers Board and General Membership Association Meetings.

BACKGROUND:

Sonoma County Mayors and Councilmembers By Laws state:

In the event a Mayor is unable to attend a meeting of the Board of Directors, he/she shall designate another member, who must be a regular member of the Association, to serve as the representative, by letter delivered to the Secretary of the Association at the time of such meeting or prior thereto. In lieu of a letter being provided prior to each meeting, cities may instead provide a letter to the Chair City at the beginning of each term designating the approved alternates for their city.

By such a letter, a Mayor may designate another councilperson to serve as his/her representative on all occasions when the Mayor is absent, or only for a particular meeting or meetings. The representative shall enjoy the same voting privilege during the Board of Directors' meeting as would the Mayor he/she represents. In the absence of such a letter, no one shall be entitled to act as the representative of a Mayor.

In any county in which two or more cities are incorporated there is hereby created a city selection committee the purpose of which shall be to appoint city representatives to boards, commissions, and agencies as required by law.

DISCUSSION:

Five regular membership meetings of the Association shall be held on the second Thursday of every other month beginning in February of each year (excluding December) at a time and place designated by the Chairperson of the Association.

Board of Directors' meetings of the Association shall be held on the second Thursday of the month prior to the regular membership meeting month for the purpose of reviewing policy items, making appointments as may be required or authorized and developing the agenda for the regular membership meeting of the Association. The time and place of the Board of Directors' meeting shall be determined by the Chairperson of the Association.

A regular yearly meeting of the City Selection Committee shall be held on the second Thursday of February in each year at 6:00 p.m. and thereafter as called by the Chair.

The 2023 meeting dates are listed below for your information below. Host City for each meeting not yet determined. It is anticipated that the 2023 Meetings will be In Person Meetings.

2023 MEETING CALENDAR

February 9, 2023

April 13, 2023

June 8, 2023

August 10, 2023

October 12, 2023

City Council / General Plan Goals:

This item reflects the City Council Goals and Values as listed below:

The City of Sebastopol is committed to maintaining a high quality of life for current and future members of our community, through excellent public service and careful stewardship of its financial, human, and natural resources.

Goal 5 - Provide Open and Responsive Municipal Government Leadership

ENVIRONMENTAL REVIEW:

Council receipt of this item is not a project under the California Environmental Quality Act (CEQA) and is therefore Exempt from CEQA.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comments from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the "Public Comment" portion of the City Council discussion of this item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date. Information about the agenda item (link to the City Council meeting page) is also disseminated via the City's Constant Contact, posted to the City's website and posted to the Display Board at City Hall).

RECOMMENDATION: Staff recommends that the Mayor and Council discuss and designate a Voting Delegate and alternate(s) to serve as representative(s) on all occasions that the Mayor may be absent.

Attachment(s):

Letter of Authorization for Voting Delegate and Alternate(s)

City Council

Mayor Neysa Hinton
Vice Mayor Diana Rich
Councilmember Sandi Maurer
Councilmember Jill McLewis
Councilmember Stephen Zollman



Agenda Item Number: 10

City Manager

Larry McLaughlin

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Assistant City Manager/City Clerk, MMC

Mary Gourley

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City of Sebastopol

December 21, 2022

Mayors and Councilmembers Association of Sonoma County
Chair City
City of Healdsburg
401 Grove Street
Healdsburg, CA 95448

And

Chair of Sonoma County City Selection Committee
575 Administration Drive, Room IOO-A
Santa Rosa, CA 95403

To Whom It May Concern:

In the event that I am unable to attend a meeting of the 2023 Mayors and Councilmembers Association Board of Directors Meeting and/or the Sonoma County City Selection Committee or Mayors and Councilmembers General Membership Meeting, the following Councilmembers are designated representatives who may speak and vote in my place:

- 1.
- 2.
- 3.
- 4.

In the event that more than one of the above-listed representatives are present, they will be permitted to vote in the order given above.

Sincerely,

Neysa Hinton
Mayor

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City Council Meeting Packet of: January 3, 2023

7120 Bodega Avenue, Sebastopol, California 95472 Tel. 707.823.1153 Fax. 707.823.1135

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